

MANSFIELD TOWNSHIP COMMITTEE MEETING

August 25, 2021

This is a regular meeting of the Mansfield Township Committee. The notice requirements of the law have been satisfied for this meeting by notice to the Express Times NJ Zone of the time, date and location thereof. Notice was also posted on the announcement board located in the Municipal Building.

Roll Call: Mr. Hayes, Mr. McGuinness, Mayor Watters

Salute to the flag was done by all.

APPROVAL OF THE MINUTES

Mr. Hayes made a motion to approve the minutes from the Regular Session Meeting held on August 11, 2021, which was seconded by Mr. McGuinness.

Ayes: Mr. McGuinness, Mr. Hayes, Mayor Watters

Nays: None

Absent: Mrs. Mora Dillon, Mr. Farino

Abstain: None

Mr. Hayes made a motion to approve the minutes from the Executive Session Meeting held on August 11, 2021, which was seconded by Mr. McGuinness.

Ayes: Mr. McGuinness, Mr. Hayes, Mayor Watters

Nays: None

Absent: Mrs. Mora Dillon, Mr. Farino

Abstain: None

Mr. Hayes made a motion to approve the minutes from the Special Meeting held on August 18, 2021, which was seconded by Mayor Watters.

Ayes: Mr. Hayes, Mayor Watters

Nays: None

Absent: Mrs. Mora Dillon, Mr. Farino

Abstain: Mr. McGuinness

Mr. Hayes made a motion to approve the minutes from the Executive Session held on August 18, 2021, which was seconded by Mayor Watters.

Ayes: Mr. Hayes, Mayor Watters

Nays: None

Absent: Mrs. Mora Dillon, Mr. Farino

Abstain: Mr. McGuinness

BILL LIST

Mr. McGuiness made a motion to approve the August 25, 2021 Bill List as presented, which was seconded by Mr. Hayes.

Ayes: Mr. McGuiness, Mr. Hayes, Mayor Watters

Nays: None

Absent: Mrs. Mora Dillon, Mr. Farino

Abstain: None

CLERK'S REPORT

Ms. Hrebenak stated that she had nothing to report.

FINANCE REPORT

Mrs. Mollineaux stated that there is a Chapter 159 resolution for the Drive Sober grant and also an ordinance on the agenda for second reading for the special emergency for tax maps.

EMPLOYEES' REPORTS

Mrs. Fascenelli stated that the Girl Scouts did a roadside clean up on Sunday, August 15th, and also came to the Municipal Building on Monday to do the replanting of the pots in the foyer.

Mr. Snyder stated that the Committee received a report and he would like to add that they have been paving Mount Bethel Road. On day one, they put down 1,347.27 tons of asphalt and on day two 1,591.8 tons for a total of 2,938.07 tons. It was paved from Russling Road in Independence through to the church and Parke Street. Tomorrow they anticipated another 56 truckloads that should reach the tree farm. Friday, they have an emergency paving job but will be back on Monday to complete the project.

ENGINEER'S REPORT

Mr. Ferriero reported dealing with the issues regarding zoning permit applications. He has been dealing with the prosecutor and had to do a bit of research to update him on information before they move forward.

For Janes Chapel Road, the first cut of the design plans is completed and in his office. They are doing an internal review on them. He sent the bid specs out for review these are not Mansfield specific. Once these are reviewed then the changes will be made so that they are ready for bid.

Mt. Bethel Church septic – he wants to look at regrading the site due to 50 ft of casing around the well which will be a cheaper fix.

Mr. Farino entered the meeting at 7:39 pm.

PUBLIC PORTION

Mayor Watters opened the Public Portion of the meeting for comments.

Nick Toscano, Route 57 Auto, requested a letter on Township letterhead stating the reason that the

Route 57 Auto license is not being issued. Discussion took place over the confusion of the name listed on the violation. Mr. Pandos, from Mr. Lavery's office, will speak to Mr. Lavery regarding the letter.

Andrew Gewain, 1 Country Meadow Road, asked Mr. Farino questions about his tour of the recycling facility.

Donald Proefrock, 50 Slope Drive, asked for a written report of the site visit of the recycling facility.

Sean Breheney, 2 Country Meadow Road, asked what is the process for voting at the Land Use Board.

Mayor Watters asked for further comment from the public; seeing none, the public portion was closed.

RESOLUTIONS

RESOLUTION # 2021 – 163

REFUND OF A LAND USE BOARD APPLICATION ESCROW

TOWNSHIP OF MANSFIELD
WARREN COUNTY, STATE OF NEW JERSEY

WHEREAS, Elaine Cacciarelli issued checks in 2016 and 2017 with the Township of Mansfield, County of Warren; and

WHEREAS, the application has been inactive since 2017 and there remains a balance of \$ 2,090.00 in the escrow account; and

WHEREAS, the Land Use Board Engineer has determined that the escrow balance can be re-funded,

NOW, THEREFORE, BE IT RESOLVED, that the Township Finance Office be authorized to refund the amount of \$ 2,090.00 to Elaine Cacciarelli.

**TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY
RESOLUTION # 2021 –164**

Authorizing the Insertion into the FY2021 Municipal Budget Pursuant to N.J.S.A. 40A:4-87 (Chapter 159, P.L. 1948) of a Special Item of Revenue in the Form of a State of New Jersey 2021 Drive Sober or Get Pulled Over Statewide Labor Day Crackdown Grant

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or

municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

WHEREAS, the Director may also approve the insertion of any item of appropriation for an equal amount; and

WHEREAS, the Mansfield Township Committee of the Township of Mansfield further finds and declares that it is in the best interests of the citizens of the Township to request approval of the insertion into the Township's FY2021 Municipal Budget of an item of revenue based upon a grant secured by the Township from the State of New Jersey;

NOW, THERE, BE IT RESOLVED, that the Township of Mansfield in the County of Warren, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2021 in the sum of \$ 6,000.00.

BE IT FURTHER RESOLVED, that the above is the result of funds from the 2021 Drive Sober or Get Pulled Over Statewide Labor Day Crackdown Grant in the amount of \$ 6,000.00.

Public and Private Revenues Offset with Appropriations

2021 Drive Sober or Get Pulled Over Statewide Labor Day Crackdown Grant

AND BE IT FURTHER RESOLVED, that the Municipal Clerk forward two copies of this resolution to the Director of Local Government Services.

**RESOLUTION # 2021-165
TOWNSHIP OF MANSFIELD
WARREN COUNTY, STATE OF NEW JERSEY**

Refund for Overpayment of Taxes

Whereas, the Tax Collector for Mansfield Township, Warren County has received multiple payments for 3rd Quarter 2021 property taxes due for Block 2004, Lot 6, more commonly known as 7 Highland Ave, and;

Whereas the property owner has requested the overpayment be returned to the title company responsible for the duplicate payments;

Now, therefore, be it resolved by the Township Committee of the Township of Mansfield this 25th day of August, 2021 that the Tax Collector and Township Finance Office are hereby authorized to refund the tax overpayment to the vendor shown below as well as make any adjustments to the tax records as needed:

Title on Demand of NJ, LLC
54 Woodport Rd.

Sparta, NJ 07871

Tax Overpayments totaling \$2,227.68

RESOLUTION # 2021-166
TOWNSHIP OF MANSFIELD
WARREN COUNTY, STATE OF NEW JERSEY
OVERPAYMENT OF TAXES

WHEREAS, the following properties have overpayments for the 3rd quarter of 2021:

Block 805	Lot 11.01	\$2,280.34
Block 805	Lot 11.01 - QFarm	\$ 12.50

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Mansfield this 25th day of August, 2021 that the Tax Collector and Township Finance Office are hereby authorized to refund the tax overpayments to the vendor shown below as well as make any adjustments to the tax records as needed:

CORELOGIC Centralized Refunds
PO Box 9202
Coppell, TX 75019-9760

Tax Overpayments totaling \$2,292.84

RESOLUTION 2021-167
RESOLUTION OF THE TOWNSHIP OF MANSFIELD AUTHORIZING THE MAYOR TO SIGN A CONTRACT WITH REALAUCTION.COM, LLC FOR THE PURPOSE OF CONDUCTING MUNICIPAL TAX LIEN SALES FOR 2021 PURSUANT TO N.J.S.A. 54:5-19.1

WHEREAS, RealAuction.com has supplied a contract to provide electronic tax sale services to the Township of Mansfield, County of Warren; and

WHEREAS, The Township of Mansfield wishes to participate in an electronic tax sale for 2021 and to award a contract for such services to RealAuction.com as a vendor which has been determined to have complied with the statutory provisions necessary to supply such services.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mansfield, County of Warren that the Tax Collector is hereby authorized to participate in an electronic tax sale.

1. The Mayor is hereby authorized to sign the contract for services with RealAuction.com, which has offices located at 861 SW 78th Avenue, Plantation, Florida 33324.
2. The Mayor and other officers and employees of the Township are hereby authorized to perform whatever tasks may be necessary to effectuate the purposes of this resolution.

**RESOLUTION 2021-168
TOWNSHIP OF MANSFIELD
WARREN CUNTY, NEW JERSEY**

**A RESOLUTION TO AUTHORIZE PARTICIPATION IN THE STATE HEALTH BENEFITS PROGRAM OF
THE STATE OF NEW JERSEY**

BE IT RESOLVED:

1. The Township of Mansfield, County of Warren, New Jersey – Tax ID 22-6002061 hereby elects to participate in the Health Program provided by the New Jersey State Health Benefits Act of the State of New Jersey (N.J.S.A. 52:14-17.26 and N.J.S.A. 52:14-17.46.2) and to authorize coverage for all employees and their dependents thereunder in accordance with the statute and regulations adopted by the State Health Benefits Commission.
2. We will not have a stand-alone prescription drug plan and understand that prescription drug coverage will be provided based on the medical plan chosen by the subscriber.
3. We will be maintaining United Health Care as our dental plan. Volunteer basis.
4. We elect 30 hours per week (average) as the minimum requirement for full time status in accordance with N.J.A.C. 17:9-4.6.
5. As a participating employer we will remit to the State Treasury all charges due on account of employee and dependent coverage and periodic charges in accordance with the requirements of the statute and the rules and regulations duly promulgated thereunder.
6. We hereby appoint Donna M. Mollineaux, CFO and/or JoAnn Fascenelli, Deputy Treasurer, to act as Certifying Officer in the administration of this program.
7. This resolution shall take effect immediately.

RESOLUTION # 2021 – 169
REFUND OF A LAND USE BOARD APPLICATION ESCROW

TOWNSHIP OF MANSFIELD
WARREN COUNTY, STATE OF NEW JERSEY

WHEREAS, Anthony Donofrio issued checks in 2019 and 2020 with the Township of Mansfield, County of Warren; and

WHEREAS, the application has been deemed complete and there remains a balance of \$ 300.00 in the escrow account; and

WHEREAS, the Land Use Board Attorney has determined that the escrow balance can be refunded,

NOW, THEREFORE, BE IT RESOLVED, that the Township Finance Office be authorized to refund the amount of \$ 300.00 to Anthony Donofrio.

RESOLUTION 2021-170

MANSFIELD TOWNSHIP LIQUOR
LICENSE RENEWAL 2021-2022

WHEREAS, the following establishments have made application for renewal of Liquor Licenses for the license term 2021-2022:

New Jersey Cinema Investments, LLC #2116-33-002-005

WHEREAS, the appropriate fees have been paid to the Municipality and the State of New Jersey Division of Alcoholic Beverage Control; and

NOW, THEREFORE, BE IT RESOLVED, by the Mansfield Township Committee that the foregoing Liquor License Applications be approved for the licensing year 2021-2022.

**RESOLUTION NO. 2021-171
OF THE TOWNSHIP COMMITTEE OF
THE TOWNSHIP OF MANSFIELD**

Authorizing Payment of Municipal Obligations

WHEREAS, the Township Committee of the Township of Mansfield finds and declares that certain municipal obligations have come due and are now payable; and

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Mansfield does hereby authorize payment of said municipal obligations, in accordance with the recommendations of the Chief Financial Officer and the Deputy Treasurer, from the following accounts and in the following amounts: **WHEREAS**, the Township Committee further finds and declares that said obligations have been itemized on the annexed schedules, which are hereby deemed part of this Resolution;

BILLS LIST	
CURRENT	\$1,236,116.27
CAPITAL	\$11,981.50
TRUST	\$269.99
DOG	\$
RECREATION	\$
OPEN SPACE	
DEV ESCROW	\$8,956.12
UNEMPLOYMENT	
TAX PREMIUM	\$
MANDATORY DEV	\$38.75
OUTSIDE EMPLOY	\$
TOTAL	\$1,257,362.63

PREPAID LIST	
CURRENT	\$107,715.35
CAPITAL	
TRUST	
DOG	
RECREATION	
OPEN SPACE	\$7,260.65
DEV ESCROW	
UNEMPLOYMENT	\$11.47
TAX PREMIUM	
MANDATORY DEV	
OUTSIDE EMPLOY	
TOTAL	\$114,986.47

**2021-172
FORM 1B**

WHEREAS, the Governor’s Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.

WHEREAS, The Township Council of the Township of Mansfield County of Warren, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and,

WHEREAS, the Township Council further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and,

WHEREAS, the Township Council has applied for funding to the Governor’s Council on Alcoholism and Drug Abuse through the County of Warren;

NOW, THEREFORE, BE IT RESOLVED by the Township of Mansfield, County of Warren, State of New Jersey hereby recognizes the following:

1. The Township Council does hereby authorize submission of a strategic plan for the Franklin/Mansfield/Washington Boro Municipal Alliance grant for fiscal year 2021 in the amount of:

DEDR	\$1,747.00
Cash Match	\$437.00
In-Kind	\$1,310.00

2. The Township_Council acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

Mr. Hayes made a motion to approve Resolutions 2021-163 through 2021-172, which was seconded by Mr. McGuinness.

Ayes: Mr. McGuinness, Mr. Hayes, Mr. Farino, Mayor Watters

Nays: None

Absent: Mrs. Mora Dillon

Abstain: None

ORDINANCES

Second Reading

Mr. Hayes made a motion to approve Ordinance 2021-13, which was seconded by Mr. McGuinness.

Mayor Watters opened the public portion of the meeting; seeing no comment from the public, public portion was closed.

ORDINANCE #2021-13

ORDINANCE AUTHORIZING A SPECIAL EMERGENCY APPROPRIATION IN THE AMOUNT OF \$125,000 FOR THE PREPARATION OF AN APPROVED TAX MAP IN AND BY THE TOWNSHIP OF MANSFIELD, IN THE COUNTY OF WARREN, NEW JERSEY.

BE IT ORDAINED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MANSFIELD, IN THE COUNTY OF WARREN, NEW JERSEY AS FOLLOWS:

Section 1. The preparation of an approved tax map for use by the local assessor in and by the Township of Mansfield, in the County of Warren New Jersey, is hereby authorized, and a special emergency appropriation of \$125,000 is hereby authorized pursuant to the Local Budget Law (N.J.S.A. 40A:4-53).

Section 2. Said emergency appropriations shall be provided for in full in the budgets of the next succeeding years by the inclusion of not less than one-fifth the total amount in the next succeeding annual budgets.

Section 3. The Chief Financial Officer acting in concert with the Administration is hereby authorized to finance such emergency appropriation from surplus funds available or by Special Emergency Notes.

Section 4. A copy of this ordinance as finally adopted shall be filed with the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey.

Section 5. This ordinance shall take effect in accordance with applicable law.

Ayes: Mr. McGuinness, Mr. Hayes, Mr. Farino, Mayor Watters
Nays: None
Absent: Mrs. Mora Dillon
Abstain: None

EXECUTIVE SESSION

Mayor Watters announced moving into Executive Session at 8:14 pm.

Mr. Pandos stated the Executive Session discussion will include:

- Personnel matters relating to the Police Department

Mr. Hayes made a motion to go into Executive Session, which was seconded by Mr. McGuinness.

Ayes: Mr. Hayes, Mr. Farino, Mr. McGuinness, Mayor Watters
Nays: None
Absent: Mrs. Mora Dillon
Abstain: None

RETURN FROM EXECUTIVE SESSION

Return from Executive Session at 8:42 pm.

Mr. Hayes made a motion to return to Regular Session, which was seconded by Mr. McGuinness.

Ayes: Mr. Hayes, Mr. Farino, Mr. McGuinness, Mayor Watters
Nays: None
Absent: Mrs. Mora Dillon
Abstain: None

Mr. Pandos announced the return from Executive Session at 8:42 pm where they discussed:

- Personnel matters dealing with the Police Department and the Clerk's Office

Mr. Hayes made a motion to authorize the Police Chief to move forward with the hiring process which was discussed in Executive Session, which was seconded by Mr. McGuinness.

Ayes: Mr. McGuinness, Mr. Hayes, Mr. Farino, Mayor Watters
Nays: None
Absent: Mrs. Mora Dillon
Abstain: None

No official action was taken. Copies of these minutes will be available at such time the Committee determines there is no longer a harm to the public interest.

COMMITTEE REPORTS

Mr. Hayes made a motion to adjourn at 8:43 pm, which was seconded by Mr. McGuinness.